

**No. Rectt./M-21/JAO (External)/2015
.05.2015.**

Dated: 30

Subject: - Direct Recruitment of Junior Accounts Officer's (JAO) Examination held on 22.02.2015

Dear Mr./Ms «Candidate_Name_»

Roll Number : «Roll_No»

The undersigned is pleased to inform that you have provisionally been selected for the post of Junior Accounts Officer (JAO) in BSNL on the basis of All India Competitive Examination held on 22.02.2015. In this regard you are requested to be present for documents verification at **Conference Hall 1st floor Sanchar Sadan (La-place Building) near Saharaganj Mall , Shahnajaf Road O/o CGMT UP (East) Telecom Circle BSNL , Hazaratganj Lucknow-226001** . You are also requested to carry with you the following documents (Annexure I-XI) for completing the pre-appointment formalities along with all original certificates including caste certificate, NOC from previous employer and certificate for entitlement to physically handicapped category (if applicable) etc. from **11.00 AM to 04.00 PM on 16.06.2015** .

Annexure

- I. Submission of medical fitness certificate (issued by medical board)
- II. Bond agreement along-with employment certificate of surety (copy enclosed)
- III. Attestation forms in quadruplicate, all in original (as per proforma attached)
- IV. Declaration forms (as per proforma attached)
- V. Character certificate (as per proforma attached) – two character certificates from two different persons not related to the candidate.
Persons authorised to issue character certificate
 - Gazetted officer of Central/State Government
 - MP/MLA/Member of Municipal bodies
 - District Magistrate/Sub District Magistrate
 - Tahsildar or Naib / Deputy Tahsildar
- VI. Oath of Allegiance (as per proforma enclosed)
- VII. Undertaking regarding police / caste certificate verification report on Rs. 10/- non-judicial stamp paper duly attested by notary
- VIII. Affidavit for PVR on non-judicial stamp paper of Rs. 10/- duly attested by notary
- IX. Identity certificate.
- X. Affidavit regarding declaration of Nationality on non-judicial stamp paper of Rs. 10/- duly attested by notary
- XI. Undertaking regarding conveying no guarantee of appointment immediately after completion of training on Rs. 10/- non-judicial stamp paper duly attested by notary.

Note : Two self attested photocopy sets of all the above annexures except

Annexure-III should be submitted .

Besides pre-page documents , you are requested to submit following documents also **(all in original)** along with two duly attested/self attested photocopy sets on the above scheduled date :

- (a) **Age:** Certificate/marks sheet of matriculation.
- (b) **Educational qualification** (subject to the completion as on 31.12.2014)
Degree/marks sheet of M.Com obtained from recognized Institution/
University or Certificate of Chartered Accountant or Company Secretary
or
Cost and Works Accountant obtained from the Professional Body concerned,
viz, Institute of Chartered Accountants of India/Institute of Company Secretaries of India/ Institute of Cost and Works Accountants of India.
- (c) **Certificate** for entitlement to **physically handicapped** category (where ever applicable) .
- (d) **Community**
Note: -OBC candidates must possess their caste certificate which is applicable for Govt of India jobs only and should clearly be mentioned that the candidate does not belong to creamy layer. The certificate must be valid on the date and current.
- (e) **NOC** from previous employer (if applicable)

2. In this connection, you are requested to furnish the above documents duly filled

and complete in all respects along with interest free **Security Deposit of**

Rs. 5000/- (Rs. Five thousands only) in the form of **demand draft , payable**

to Accounts Officer (Cash), BSNL O/o Chief General Manager UP (East) Telecom Circle Lucknow (along with a photocopy) for a period of 5 years to this office, failing which your name may be removed from the list of provisionally successful candidates.

3. BSNL reserves right to cancel the result of any candidate declared provisionally successful by mistake, at any time when such mistake/discrepancy is discovered.

4. Further, BSNL reserves right to change the circle allotted to provisionally successful candidates at any time whenever any such need arises in the interest of BSNL service.

Note: - Please enclose two self addressed envelopes of A-4 size and also intimate

Contact details viz telephone no. with STD code/mobile no./ E-mail address.

Asstt. General Manager (Rectt)
Phone: 0522-2628950

Enclosures: as above.

To,

Shri/Smt/Kumari «Candidate_Name_» :
Son/Daughter/Wife of Shri «Fathers_Name»

Note : This is a specimen copy of call letter and the signed copy of
said call letter addressed to individual candidates has been dispatched
from recruitment cell of BSNL , Lucknow.